

*Housing Authority of the  
County of Merced*

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*5-Year & Annual Plan for FY: 2010-2014*

*Annual Plan for Fiscal Year:*

*10/01/2010 -09/30/2011*

*PHA Code: CA023*

*U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing*

**Housing Authority of the County of Merced  
PHA 5-Year and Annual Plan FY 2010 through 2014**

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<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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**1.0 PHA Information**

PHA Name: **Housing Authority of the County of Merced**      PHA Code: **CA023**  
 PHA Type:     Small                       High Performing                       **Standard**                       HCV (Section 8)  
 PHA Fiscal Year Beginning: (MM/YYYY): **10/2010**

**2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)**

Number of PH units: **415**    Number of HCV units: **2,705**

**3.0 Submission Type**

**5-Year and Annual Plan**                       Annual Plan Only                       5-Year Plan Only

**4.0 PHA Consortia**                       PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

**5.0 5-Year Plan.** Complete items 5.1 and 5.2 only at 5-Year Plan update.

**5.1 Mission.** State the PHA’s Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA’s jurisdiction for the next five years:

The Housing Authority of the County of Merced offers affordable housing opportunities in our community, free from discrimination, to enhance the quality of life for those we serve.

**5.2 Goals and Objectives.** Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

**PHA Goal 1:**

**Increase the inventory of affordable rental housing in Merced County and expand home ownership opportunities for first time homebuyers.**

- Apply for additional rental vouchers: If federal funding becomes available.
- Reduce public housing vacancies: Achieve a 98% Lease-up Rate in the Public Housing Program
- Leverage private or other public funds to create additional housing opportunities: 82 Gateway units
- Subject to availability of funding, develop or acquire affordable rental housing units over the next five years
- Increase homeownership opportunities

Progress made to date:

- Achieved 98% lease-up rate in Public Housing
- Leveraged funds acquired 68 additional housing units
- 98 families became First Time Homebuyers

**PHA Goal 2:**

**Improve the quality of assisted housing**

- Improve public housing management: Achieve High Performer status in the Public Housing
- Improve voucher management: (SEMAP score) Maintain and increase High Performer status in the Section 8/Housing Choice Voucher Program
- Increase customer satisfaction:
  1. Improve Communication with residents and program participants through the use of Newsletters and Resident Meetings
  2. Monitor results from our Customer Service Evaluation Survey and use results to implement changes that will improve customer service
  3. Continue to provide Staff Training Opportunities supporting improvements in the quality of the Agency's housing programs
  4. Increase communication with Section 8/Housing Choice Voucher owners through newsletters
  5. Reduce turnaround days for phone calls from three (3) to two (2) days
  6. Increase communication with Section 8/Housing Choice Voucher owners
- Concentrate on efforts to improve specific management functions:
  1. Conduct Annual Housing Choice Voucher Program inspections within 365 days of the last inspection
  2. Conduct Quality Control Audits of annual eligibility determinations for no less than 3% of Housing Choice Voucher Program files
  3. Conduct Initial Unit Inspections for the Housing Choice Voucher Program within a 7-10 day time period
  4. Establish and maintain a landlord "hotline" to improve response time to inquiries
  5. Streamline the documentation process for more effective time management
- Renovate or modernize public housing units
- Increase resident satisfaction with maintenance services
- Partner with county and/or city efforts to improve housing stock and create stable, viable neighborhoods
- The Agency shall continue to improve the curb appeal of its complexes through completion of common area landscape improvements and other physical improvements

Progress made to date:

- Reduced turn around days from 24.95 (2008) to 19.54 (2009)
- PHAS score: Currently carrying rollover score from 2007-Standard
- Increased SEMAP score from 79% (2008) to 100% (2009)
- Independent survey reflected that 82% of residents were satisfied with maintenance  
Resident Satisfaction Survey (RASS not done by HUD)
- Demolished 32 Public Housing units
- Partnered with Central Valley Coalition for Affordable Housing to develop 84 units of affordable housing
- Provided landscaping to Livingston complex to improve curb appeal

**PHA Goal 3:**

**Increase assisted housing choices**

- Provide voucher mobility counseling at initial family briefings and during annual re-examinations
- Conduct outreach efforts to potential voucher landlords by conducting annual owner workshops to encourage Voucher Program participation
- Continue to monitor voucher payment standards
- Participate in Rental Property Association events as they occur to market to potential Section 8/Housing Choice Voucher Program Owners
- Possibly implement public housing site-based waiting lists: The Agency may implement site based waiting lists for complexes where such lists improve marketability
- Possibly participate in Section 8 Project Based Voucher Program: “Project-base”, tenant-based Section8 vouchers to better access neighborhoods outside of high poverty areas.

Progress made to date:

- Collaborate with private sector and other non-profit to create mixed-use, high density rental and for sale units

**PHA Goal 4:**

**Provide an improved living environment**

- Continue to implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing site conditions and security improvements:
- Improve safety awareness and resident satisfaction
- Improve relations between residents and law enforcement
- Continue to participate in County-wide Continuum of Care

Progress made to date:

- Security improvements included additional lighting at Merced and Dos Palos
- Utilized ARRA funds to enhance Capital Fund efforts
  - Window replacement
  - Siding replacement
  - Electrical upgrades
  - New roofs

**PHA Goal 5:**

**Promote self-sufficiency and asset development of assisted households**

- Continue to collaborate with other agencies and community organizations to make services readily available
- Increase, create and develop partnerships with community service providers to improve economic advancement, self-sufficiency, and homeownership to all families
- Apply for available funds (federal, state, local, private to enhance resident services

Progress made to date:

- Increased partnerships with community service providers: 19 (2008) to 35 (2009)
  - 98 families attained homeownership
  - 220 families were provided homeownership information (2005-2009)
- Increased FSS participation from 47 (2008) to 62 (2009)
- ROSS participants received supportive services: 93 (2006) 204 (2009)

- Resident Services Coordinator position received grant funding
- Elderly Coordinator position received grant funding

**PHA Goal 6:**

**Ensure equal opportunity and affirmatively further fair housing**

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability by providing workshops for staff
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability
- Conduct a Physical Needs Assessment to undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

Progress made to date:

- Information on fair housing shared at briefings, provided in packets, and posted in all offices
- Procurement underway for Physical Needs Assessment
- Participate in landlord workshops

**Additional PHA Goals for the next five years:**

**Management:**

Increase capacity of programs and services

- Conduct a review and streamline HCV Operations
- Maintain efficient asset management
- Employ high ethical standards in applying the rules, regulations and laws that govern the agency
- Strive for a high level of operation standard
- Determine/Eliminate program fraud
  - promote understanding of program rules
  - provide tenant counseling
  - take necessary steps to prevent fraud

**Expansion of Housing Stock:**

- Begin and complete construction of Felix Torres Farmworker Housing Center in Planada
- Secure required funding relative to Gateway project

**Marketability:**

- Enhance the marketability of all agency owed units
- Maintain the HACM real estate in decent and attractive condition

**Security:**

- Provide a safe and secure environment at all agency owned properties

**Maintenance:**

- Conduct a Physical Needs Assessment
- Maintain the HACM real estate in decent and attractive condition

**Fiscal Responsibility:**

- Ensure full compliance with all applicable standards and regulations including government accepted accounting practices
- Continuous review and update as needed department policy and procedures
- Reduce dependency on federal funding

**Public Image:**

- Enhance the image of affordable housing programs in the community
- Promote and enhance agency image in the community
- Provide high quality service to our clients

**Work Environment:**

- Affirm value and dignity of each person we serve and with whom we work
- Ethically apply all rules and regulations that govern this agency
- Continue to provide training and educational opportunities for staff growth

<b>6.0 PHA Plan Update</b>
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- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

There were several minor changes to the plan element incorporated into the Section 8 Administrative Plan; the Public Housing Admissions Continued Occupancy Policy (ACOP) and the Procurement Policy. Policy changes have been included in this plan under *Attachments "A", "B", "C"*.

- Administrative Plan: Chapter 4 – Establishing Preferences and Maintaining the Wait List  
*Attachment "A" ( page 22)*
- Public Housing Admissions and Continued Occupancy Policy (ACOP): Chapter 10.0 – Tenant Selection and Assignment Plan  
*Attachment "B" ( page 23)*
- Procurement Policy ARRA Funds  
*Attachment "C" ( page 24)*

- (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 86.0 of the instructions.

The PHA Plan is available on the agency website: [www.merced-pha.com](http://www.merced-pha.com) and at the following office locations:

- Administrative Office: 405 U Street, Merced, CA 95341
- Merced: 401 Leshner Dr., Suite B –Merced, CA 95341
- Atwater: 2870 Crest Rd. – Atwater, CA 95301
- Livingston: 1005 8<sup>th</sup> Street – Livingston, CA 95334
- Dos Palos: 21918 Lexington Ave. – Dos Palos, CA 93620
- Los Banos: 88 7<sup>th</sup> Street – Los Banos, CA 93635



## PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

### PUBLIC HOUSING

#### Eligibility

- a. The HACM verifies eligibility for admission to Public when:
  - Families submit an application; eligibility begins and continues until the family is found either "eligible or ineligible". Eligible families are placed on and "Eligible" waiting list.
- b. The HACM uses the following non-income screening factors to establish eligibility for admission:
  - Criminal or Drug-related activity
  - Rental history
  - Credit History
- c. The agency requests criminal records from local law enforcement agencies for screening purposes

#### Waiting List Organization

- a. The HACM uses the following methods to organize its public housing waiting list:
  - Community wide list
- b. Persons interested in applying for admission to public housing may apply at:
  - HACM main administrative office
  - Each AMP site management office

#### Assignment

- a. Applicants are ordinarily given two choices before they fall to the bottom of the waiting list or they are removed.

#### Admissions Preferences

- a. The HACM does not plan to exceed the federal targeting requirements by targeting more than 40% of all new admission to public housing to families at or below 30% of median income.
- b. Transfers will take precedence over new admissions with the following circumstances:
  - Emergencies
  - Administrative reasons determined by the HACM
- c. The HACM has established the following preferences through a point system for admission to public housing:

##### Points

- 30 Families who have been displaced due to a locally declared disaster, state declared disaster, federally declared disaster or other national emergency
- 20 Veteran or surviving spouse of a veteran
- 15 A preference for "working" families where the head, spouse or sole member is employed, or the head, spouse or sole member is age 62 or older, or is a person with disabilities. (The minimum number of hours worked per week shall not be less than 32 hours).

- 10 A “residency” preference for families that reside in the County of Merced; or who has a family member who works or has been notified that they are hired to work in the County of Merced. (The minimum number of hours worked per week shall not be less than 32 hours).
- 5 A preference for a family that included a family member who is a victim of domestic violence and referred by the local domestic violence agency in Merced County.
- 0 All other applications by date and time of application.

#### Occupancy

- a. Applicants and residents may obtain information about the rules of occupancy of public housing using the following reference materials:
  - HACM resident lease
  - HACM’s Admissions and Continued Occupancy policy
  - HACM briefing seminars and written materials
- b. Residents must notify the HACM of changes in family composition at the following events:
  - Annual re-examination and lease renewal
  - Any time family composition changes
  - Family’s request for revision

#### Deconcentration and Income Mixing

- a. The HACM has general occupancy (family) public housing developments covered by the deconcentration rule.

### **HCV/SECTION 8**

#### Eligibility

- a. The HACM screens for criminal or drug-related activity only the extent required by law or regulation.
- b. The HACM requests criminal records from local law enforcement agencies for screening purposes.
- c. Current address and current or former landlord information is shared with prospective landlord.

#### Waiting List Organization

- a. Persons interested in applying for admission to HCV/Section 8 may apply at:
  - The HACM administrative office
  - Each AMP site management office

#### Search Time

- a. The HACM automatically give the voucher holder a 60 day period to search for housing upon issuance of the voucher. There are no extensions after the 60 day period except in cases of reasonable accommodation requests.

#### Admissions Preferences

- a. The HACM does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admission to HCV/Section 8 program to families at or below 30% of median income.

b. The HACM has established the following preferences through a point system for admission to HCV/Section 8:

Points

- 30 Families who have been displaced due to a locally declared disaster, state declared disaster, federally declared disaster or other national emergency
- 25 Families referred by the City of Merced's affordable housing programs.
- 20 Veteran or surviving spouse of a veteran
- 15 A preference for "working" families where the head, spouse or sole member is employed, or the head, spouse or sole member is age 62 or older, or is a person with disabilities. (The minimum number of hours worked per week shall not be less than 32 hours).
- 10 A "residency" preference for families that reside in the County of Merced; or who has a family member who works or has been notified that they are hired to work in the County of Merced. (The minimum number of hours worked per week shall not be less than 32 hours).
- 5 A preference for a family that included a family member who is a victim of domestic violence and referred by the local domestic violence agency in Merced County.
- 1 Families referred by the Independent Living Skills Program (ILP) or Family Unification (FUP) through the Human Services Agency.
- 0 All other applications by date and time of application.

Among Applicants with Equal Preference Status, the waiting list will be sorted by date and time.

Special Purpose HCV/Section 8 Assistance Programs

- a. Reference materials on the policies governing eligibility, selection, and admissions to any special-purpose HCV/Section 8 program administered by the HACM can be obtain through the following:
- HCV/Section 8 Administrative Plan
  - Briefing material and written material
- b. The HACM announces the availability of any special-purpose HCV/Section 8 programs to the public through the following:
- Published notices
  - Speaking engagements through Rental Management Meetings
  - Owner Briefings
  - Owner newsletters
  - Communication to other public and service oriented agencies

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2010 grants)</b>		
a) Public Housing Operating Fund	\$1,064,000	Public Housing
b) Public Housing Capital Fund:		CFP Details “Attachment I”
CA39P023501-09      \$883,150		Exterior Paint, Parking Lot Repair, Roofs Development Activities
CA39R023501-09      \$1,909		
CA39S023501-09 \$1,170,670.89		
CA39P023501-08      \$742,000		
CA39R023501-08      \$43,992		
	2,841,721.89	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	17,165,752	Housing Choice Voucher
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
i) Youthbuild		
<b>2. Prior Year Federal Grants (unobligated funds only as of May 2010) (list below)</b>		
j) Resident Opportunity and Self-Sufficiency:		Bringing Resources to Elderly & Disabled (BREAD) Self Sufficiency Activities
CA00REL028A007 ROSS-007      \$177,000		
CA023RPS023A008 ROSS-008      \$195,000		
	372,000	
k)		
l) ARRA Funds: CA 39023501-09	910,000	Stimulus Funds-Windows, Electrical, Roofing, Siding
<b>3. Public Housing Dwelling Rental Income</b>	<b>1,650,776</b>	Operations
<b>4. Other income (list below)</b>		
Interest, Work Orders, Late Charges	75,000	Public Housing
<b>5. Non-federal sources (list below)</b>		
State Programs	13,159,641	State Migrant Housing
Local:		Operations
O’Banion                      \$133,800		
Valley View                      \$494,000		
Planada Village                      \$193,712		
Oak Terrace                      \$441,157		
Merced Commons I & II      \$1,284,000		
	2,546,669	
<b>Total resources</b>	<b>\$39,785,559.89</b>	

3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

### PUBLIC HOUSING

#### Income Based Rent Policies

- a. The HACM will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions).
- b. The HACM's minimum rent is \$50.
- c. The HACM has adopted minimum rent hardship exemption.
- d. There are no ceiling rents.
- e. Tenants must report change income or family composition to the HACM between income reexamination at any time the family experiences an income increase such that the changes result in an adjustment to rent.

#### Flat Rents

- a. The following sources were used to set the market-based flat rents to establish comparability:
  - HCV/Section 8 rent reasonableness study of comparable housing
  - Survey of rents listed in newspaper
  - Survey of similar unassisted units in the neighborhood

### HCV/SECTION8 TENANT-BASED ASSISTANCE

#### Payment Standards

- a. The HACM's payment standard is at or above the 90% but below 100% of FMR which reflects market and submarket.
- b. FMR's are adequate to ensure success among assisted families in the HACM's segment of the FMR area.
- c. Payment standards are reevaluated for adequacy at least semi-annually.
- d. The HACM will consider the following factors in its assessment of the adequacy of its payment standard:
  - Success rates of assisted families
  - Rent burdens of assisted families
  - Meeting 40% cap

#### Minimum Rent

- a. The HACM's minimum rent is \$50.

4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.

#### HACM Management Structure

- a. The HACM is headed by a Board of Commissioners. The Executive Director of the HACM manages the operations, directs department directors, and provides over-site to various housing programs.
  - See Organization Chart, *Attachment "D"* ( page 25)

## HUD Programs under HACM Management

- a. Public Housing
- b. HCV/Section 8
- c. FSS
- d. ROSS

## Management and Maintenance Policies

- a. The policies that govern the maintenance and management of the HACM programs are as follows:
  - Public Housing: Admissions and Continued Occupancy Policy (ACOP)
  - HCV/Section 8: Administrative Plan
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
  - See *Attachment "E"* ( page 26)
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
  - Development Name and Number: McDowell Manor 23-13
  - Designation Type: Senior Complex
  - Application Status: Approved
  - Number of Units Affected: 28
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 83 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**

## PHA Coordination with the Welfare (TANF) Agency

- a. The HACM has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services such as the following:
  - Client referrals
  - Information sharing regarding mutual clients (for rent determinations and otherwise)
  - Coordinate the provision of specific social and self-sufficiency services and programs to eligible families.

## Services and programs offered to residents and participants

- a. The HACM will employ the following discretionary policies to enhance the economic and social self-sufficiency of assisted families in the following areas:
  - Public housing rent determination policies
  - Public housing admissions policies
  - Section 8 admissions policies
  - Preference in admission to Section 8 for certain public housing families
  - Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA

- b. The HACM coordinates, promotes and provides the following programs to enhance the Economic and Social self-sufficiency of residents:

<b>Services and Programs</b>				
<b>Program Name &amp; Description</b> (including location, if appropriate)	<b>Estimated Size</b>	<b>Allocation Method</b> (waiting list/random selection/specific criteria/other)	<b>Access</b> (Resident Services office / PHA main office / other provider name)	<b>Eligibility</b> (Community/Public Housing or Section 8 participants or both)
<i>Worknet OneStop - Workforce Investment Act: provides employment assistance, use of fax, telephones, emails, job search, life skills workshops, and assessments</i>	<i>Varies</i>	<i>Open</i>	<i>Worknet OneStop</i>	<i>Both</i>
<i>Child Care</i>	<i>Varies</i>	<i>Enrollment</i>	<i>O'Banion Center</i>	<i>Community</i>
<i>Women Infant Children</i>	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center</i>	<i>Community</i>
<i>Food Program</i>	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center, Dos Palos, Livingston, and Atwater</i>	<i>Community</i>
<i>Bus Boutique: Provides free clothing to those in need</i>	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center</i>	<i>Community</i>
<i>4-H Youth Club: Leadership and character development skills</i>	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center</i>	<i>Community</i>
<i>B.R.E.A.D Program: Provides nutritional lunches and opportunity for socialization twice weekly for elderly and disabled</i>	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center McDowell Manor</i>	<i>Public Housing Residents</i>
<i>Girl Scouts Youth Club: Leadership character development skills</i>	<i>Varies</i>	<i>Open</i>	<i>Sheehy Elementary, Dos Palos Community Center</i>	<i>Community</i>
<i>Computer Elementary: Provides residents with the opportunity to use computers for job search, resume writing, and homework. Community Bulletin Board with job announcements, scholarship information, events, childcare, and recreational information</i>	<i>Varies</i>	<i>Open</i>	<i>Resident Services Office 399 George Drive Merced, CA</i>	<i>Public Housing and Section 8 residents</i>
<i>Reading Is Fundamental Program: Provides books and educational materials and events to young children</i>	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center and Resident Services Office</i>	<i>Public Housing and Section 8 residents</i>
<i>Castle Health Center: Provides free or low cost medical services</i>	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center</i>	<i>Community</i>
<i>Merced County Library</i>	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center</i>	<i>Community</i>
<i>All Dads Matter: Information and support for dads</i>	<i>Varies</i>	<i>Open</i>	<i>Merced HAS Agency</i>	<i>Community</i>
<i>Asthma Coalition: Provides information on asthma and offers programs and services to control asthma</i>	<i>Varies</i>	<i>Open</i>	<i>Castle Family Health Centers</i>	<i>Community</i>
<i>Golden Valley Health Clinic: Provides social activities and low cost or free medical care</i>	<i>Varies</i>	<i>Open</i>	<i>Golden Valley Health Clinic</i>	<i>Community</i>
<i>LOVE Inc: Provides food, clothing, diapers, appliances, furniture and gasoline at no cost</i>	<i>Varies</i>	<i>Open</i>	<i>LOVE Inc., Office (Call-in Center only) 209-383-7034</i>	<i>Community</i>

<i>MCOE Head Start: Provides free pre-school program to children 3 and 4 years of age</i>	<i>Varies</i>	<i>Open</i>	<i>Merced County Office of Education</i>	<i>Community</i>
<i>PG&amp;E-LIHEAP Program: (Administered through Merced Community Action Agency) Provides assistance with payment of PG&amp;E bill once yearly</i>	<i>Varies</i>	<i>Open</i>	<i>Dos Palos Community Center, McDowell Manor, O'Banion Center, Atwater Senior &amp; Livingston Community Center</i>	<i>Community</i>
<i>Central Valley Coalition for Affordable Housing: Provides assistance with emergency and low cost housing needs</i>	<i>Varies</i>	<i>Open</i>	<i>CVCAH-Merced</i>	<i>Community</i>
<i>Angel Food Program: Provides nutritious meals at low cost</i>	<i>Varies</i>	<i>Open</i>	<i>Angel Food Ministries Atwater</i>	<i>Community</i>
<i>Merced Community Action Agency: Provides a variety of services such as pre-school programs, health and nutrition community services, meals on wheels program</i>	<i>Varies</i>	<i>Open</i>	<i>MCAA-Merced</i>	<i>Community</i>
<i>Merced Police Department - Neighborhood Watch Program: Provides residents with the information and tips needed to maintain a safe neighborhood, alleviate criminal activity, etc.</i>	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center Resident Services Office</i>	<i>Public Housing Residents</i>
<i>Merced Adult School: Provides classes for GED, ESL and other classes to work toward self-sufficiency</i>	<i>Varies</i>	<i>Open</i>	<i>Merced Adult School Merced</i>	<i>Community</i>
<i>Tri-County Medical Transport: Provides free transportation for medical needs to those who receive medical</i>	<i>Varies</i>	<i>Open</i>	<i>Tri-County Office Merced 800-996-2990</i>	<i>Community</i>
<i>Healthy House: Provides public education on health and wellness, local cultures and customs, Interpreter services (in various languages) for healthcare, social services, education, and business</i>	<i>Varies</i>	<i>Open</i>	<i>Healthy House Merced</i>	<i>Community</i>
<i>Legal Services of Central California: Provides free legal advice to individuals who cannot afford an attorney</i>	<i>Varies</i>	<i>Open</i>	<i>LSCC- Merced</i>	<i>Community</i>
<i>AARP Income Tax Service: Provides free tax service to all ages</i>	<i>Varies</i>	<i>Open</i>	<i>AARP Office Merced</i>	<i>Community</i>
<i>Merced College Workplace Learning Resource Center: Provides training and job search assistance</i>	<i>Varies</i>	<i>Open</i>	<i>Merced College Merced</i>	<i>Community</i>

**Family Self-Sufficiency Programs**

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants</b>	<b>Actual Number of Participants</b>
Public Housing	N/A	
Section 8		57



### Welfare Benefit Reductions

- a. The HACM complies with the statutory requirements of Section 812(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:
  - Adopting appropriate changes to the HACM's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services

### Community Service and Self-Sufficiency Requirements

- a. The HACM will comply with the Community Service Requirement pursuant to Section 812( C) of the United States Housing Act of 1937.
  - See Community Service or Self-Sufficiency Policy, *Attachment "F"* ( page 31)
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.
  - a. The following describes the need for measures to ensure the safety of public housing residents:
    - High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
    - Residents fearful for their safety and/or the safety of their children
    - Observed lower-level crime, vandalism and/or graffiti
  - b. The following information was used to determine the need for HACM's actions to improve safety of residents:
    - Safety and security survey of residents
    - Analysis of crime statistics over time for crimes committed "in and around" public housing authority
    - Resident reports
    - PHA employee reports
    - Police reports
    - Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
  - c. The HACM has undertaken the following Crime and Drug Prevention activities:
    - Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
    - Crime Prevention Through Environmental Design
    - Activities targeted to at-risk youth, adults, or seniors
    - Volunteer Resident Patrol/Block Watchers Program
  - d. The HACM has coordinated with the appropriate police precincts for carrying out crime prevention measures and activities:
    - Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
    - Police regularly meet with the PHA management and residents
    - Agreement with District Attorney's Office

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
- See *Attachment “G”* ( page 34)
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
- See *Attachment “H”* ( page 37)
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
- The fiscal year audit was conducted in accordance with auditing standards applicable to financial audits contained in Government Auditing Standards and OMB Circular A-133.
  - Submitted to HUD as required.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
- Fully implemented
13. **Violence Against Women Act (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.
- a. The Violence Against Women Act (VAWA) Amendments of 2005, requires the PHA to describe any goals, objectives, policies or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking. (Public Law 109-162, Section 8603 of the law amends Section 85A of the U.S. Housing Act: 42 U.S.C. 1437c-1)
- The HACM has developed policies and procedures as needed to implement the requirements of VAWA.
  - The HACM will continue to administer its housing programs in ways that support and protect residents (including Section 8 Housing Choice Voucher program participants) and applicants who may be victims of domestic violence, dating violence, sexual assault or stalking.
  - The HACM will not take any adverse action against a resident/participant or applicant solely on the basis of her or his being a victim of such criminal activity, including threats of such activity. “Adverse action” in this context includes denial or termination of housing assistance.
  - The HACM will not subject a victim of domestic violence, dating violence, sexual assault or stalking to a more demanding standard for lease compliance than other residents.
  - The HACM’s goals and objectives have not changed in regards to supporting or assisting victims of domestic violence.
  - Provisions throughout the ACOP and HCV Administrative Plan have been made for families and individuals who have been identified as victims of domestic violence.

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements related to these programs as applicable.*

- a. Hope VI or Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, and Homeownership Programs:
- The HACM will not be applying or plan to administer these programs at this time.
- b. **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.
- The HACM plans to “project-base” tenant-based HCV/Section 8 vouchers in the coming year.

**8.0 Capital Improvements.** Please complete Parts 8.1 through 8.3, as applicable.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report*, form HUD-50075.1, for each current and open CFP grant and CFFP financing.

- See *Attachment “I”* ( page 43)

**8.2 Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.

- See *Attachment “J”* ( page 64)

**8.3 Capital Fund Financing Program (CFFP).**  Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

- Not applicable at this time

**9.0 Housing Needs.** Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

**Statement of Housing Needs**

<b>Housing Needs of Families on the HACM's Waiting Lists</b>			
Waiting list type:			
<b>PUBLIC HOUSING</b>			
	# of families	% of total families	
Waiting list total	3601		
Extremely low income <=30% AMI	1960	54	
Very low income (>30% but <=50% AMI)	377	10	
Low income (>50% but <80% AMI)	59	2	
Families with children	2198	61	
Elderly families	272	8	
Families with Disabilities	44	1	
Race/ethnicity: White	1627	45	
Race/ethnicity: Black	449	12	
Race/ethnicity: Asian	152	4	
Race/ethnicity: Hispanic	1230	34	
Race/ethnicity: A. Indian	19	0	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	1542	43	
2 BR	1376	38	
3 BR	494	14	
4 BR	189	5	
5 BR	0	0	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### Housing Needs of Families on the HACM's Waiting Lists

Waiting list type:

#### HCV/SECTION 8 TENANT-BASED ASSISTANCE

	# of families	% of total families	
Waiting list total	4579		
Extremely low income <=30% AMI	3550	76	
Very low income (>30% but <=50% AMI)	955	21	
Low income (>50% but <80% AMI)	69	1	
Families with children	3346	73	
Elderly families	281	6	
Families with Disabilities	81	2	
Race/ethnicity: White	2599	57	
Race/ethnicity: Black	995	22	
Race/ethnicity: Asian	231	5	
Race/ethnicity: Hispanic	1933	42	
Race/ethnicity: A. Indian	40	1	
Characteristics by Bedroom Size (Section 8 Only)			
1BR	2235	49	
2 BR	1684	37	
3 BR	579	13	
4 BR	70	1	
5 BR	11	0	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes: How long has it been closed (# of months)? As of July 30 ,2009 – 12 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

**9.1 Strategy for Addressing Housing Needs.** Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

- a. In an effort to meet the housing needs of families residing in Merced County the HACM will:
- Partner with local non-profit organizations to increase affordable housing units
  - Utilize Low Income Housing Tax Credits, Bond Financing and other available funds to construct additional affordable housing units
  - Apply for all available funding opportunities for additional vouchers that match the community need
  - Promote the need for affordable housing in the community
  - Participate in the consultation process organized by the City of Merced in the development of the Consolidated Plan

## STRATEGIES

### **Need: Shortage of affordable housing for all eligible populations**

Strategy 1: Maximize the number of affordable units available to the PHA within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units by 1% (18 days)
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources
- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

Strategy 2: Increase the number of affordable housing units by:

- Apply for additional Section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.

### **Need: Specific Family Types: Families at or below 30% of median**

Strategy 1: Target available assistance to families at or below 30 % of AMI

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based Section 8 assistance

### **Need: Specific Family Types: Families at or below 50% of median**

Strategy 1: Target available assistance to families at or below 50% of AMI

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work

### **Need: Specific Family Types: The Elderly**

Strategy 1: Target available assistance to the elderly:

- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Enable residents to maintain housing and delay assisted living care

### **Need: Specific Family Types: Families with Disabilities**

Strategy 1: Target available assistance to Families with Disabilities:

- Carry out the modifications needed in public housing based on the Section 8504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities

- The HACM has in the past and will continue to apply for vouchers through available programs

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Strategy 2: Conduct activities to affirmatively further fair housing

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the Section 8 program to owners outside of areas of poverty /minority concentrations
- Yearly Owners' Briefings are conducted for new owners to the program. Also, a quarterly newsletter is generated and distributed to participating owners.

b. The following list of factors has influenced the HACM's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Elderly and Homeless

<p><b>10.0 Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p>
---

a. Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5- Year Plan.

The Housing Authority of the County of Merced has been successful in achieving the established goals developed by the agency and in compliance with Section 8511 of the *Quality Housing and Work Responsibility Act (QHWRA)* the ensuring HUD requirements.

In reviewing specific goals and objectives developed by the agency, success may be measured by the following:

- Achieved High Performer Status in HCV Program - SEMAP score of 100
  - Developed system to evaluate and monitor Customer Service
  - HCV Departments has met stated goals for yearly inspections
  - Conducted initial unit inspections for HCV Program within 7-10 days
  - Improved lease up rate in Public Housing
  - Added 69 units of affordable housing units to portfolio through acquisition
  - Public Housing met the goals of achieving 98% occupancy rate
  - 39 families were successfully relocated as part of the Gateway project
  - Resident security concerns were addressed by:
    - ✓ Adding additional fencing
    - ✓ Increased lighting
    - ✓ Trimmed trees and bushes
  - ARRA Capital Funds were used to: replace AC's, siding, and upgrade electrical
- Also refer to: Section 85.2

- b. Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”
- Substantial deviations, significant amendments, and/or modifications are considered discretionary changes in the plan or policies of the Housing Authority that fundamentally change the mission, goals, objectives, and/or plans or the Agency. This manner of change requires formal approval from the Board of Commissioners in order to implement items such as: change to tenant/resident admissions policy, changes to organization of waiting list, substantial change in goals and objectives.

**11.0 Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights) **Attachment “H” ( page 37)**
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) **Attachment “K” ( page 70)**
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) **Attachment “L” ( page 71)**
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) **Attachment “M” ( page 72)**
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) **Attachment “N” ( page 73)**
- (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.  
**Attachment “O” ( page 74)**
- (g) Challenged Elements: None
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) **Attachment “I” ( page 43)**
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) **Attachment “J” ( page 64)**



# Attachment “A”

## Housing Choice Voucher Program Administrative Plan

### Chapter 4

#### **ESTABLISHING PREFERENCES AND MAINTAINING THE WAITING LIST**

[24 CFR 982.54, 982.203, 982.204, 982.205, 982.206, 982.207]

#### **C. INITIAL DETERMINATION OF LOCAL PREFERENCE QUALIFICATION**

[24 CFR 982.207]

At the time of application, an applicant's entitlement to a Local Preference may be made on the following basis.

An applicant's certification that they qualify for a preference will be accepted without verification. When the family is selected from the waiting list for the final determination of eligibility, the preference will be verified.

If the preference verification indicates that an applicant does not qualify for the preference, the applicant will be returned to the waiting list without the Local Preference and given an opportunity for an informal review.

If an applicant makes a false statement in order to qualify for a Local preference, the HACM will permanently deny admission to the program for the family, and the family will be given an opportunity for an informal review.

Local preferences will not have the effect of disproportionately delaying or denying assistance to members of protected classes (race, color, ethnic origin, gender, religion, disability, or age of any member of an applicant family).

#### **D. LOCAL PREFERENCES**

[24 CFR 982.207]

*Ranking preferences are used to prioritize applicants. These categories will receive a ranking preference:*

#### Points:

**30** Families who have been displaced due to a locally declared disaster, state declared disaster, federally declared disaster or other national emergency.

**25** Families referred by the City of Merced's affordable housing programs.

**20** Veteran or surviving spouse of a veteran

**15** A preference for “working” families where the head, spouse or sole member is employed; **or** the head, spouse or sole member is age 62 or older, or is a person with disabilities. (The minimum number of hours worked per week shall not be less than 32 hours).

**10** A “residency” preference for a family that resides in the County of Merced; or a family member who works or has been notified that they are hired to work in the County of Merced. (The minimum number of hours worked per week shall not be less than 32 hours).

**5** A preference for a family that includes a family member who is a victim of domestic violence and referred by the local domestic violence agency in Merced County.

**1** Families referred by the Independent Living Skills Program (ILP) or Family Unification Program (FUP) through Human Services Agency.

**0** All other applications by date and time of application

**Among Applicants with Equal Preference Status**

Among applicants with equal preference status, the waiting list will be sorted by date and time.

## Attachment “B”

### Public Housing Admissions and Continued Occupancy Plan

#### 10.0 TENANT SELECTION AND ASSIGNMENT PLAN

##### LOCAL PREFERENCES [24 CFR 982.207]

At the time of application, an applicant's entitlement to a Local Preference may be made on the following basis.

An applicant's certification that they qualify for a preference will be accepted without verification. When the family is selected from the waiting list for the final determination of eligibility, the preference will be verified.

If the preference verification indicates that an applicant does not qualify for the preference, the applicant will be returned to the waiting list without the Local Preference and given an opportunity for an informal review.

If an applicant makes a false statement in order to qualify for a Local preference, the HACM will permanently deny admission to the program for the family, and the family will be given an opportunity for an informal review.

Local preferences will not have the effect of disproportionately delaying or denying assistance to members of protected classes (race, color, ethnic origin, gender, religion, disability, or age of any member of an applicant family).

**Ranking preferences are used to prioritize applicants. These categories will receive a ranking preference:**

Points:

- 30** Families who have been displaced due to a locally declared disaster, state declared disaster, federally declared disaster or other national emergency.
- 20** Veteran or surviving spouse of a veteran
- 15** A preference for “working” families where the head, spouse or sole member is employed, or the head, spouse or sole member is age 62 or older, or is a person with disabilities. (The minimum number of hours worked per week shall not be less than 32 hours).
- 10** A “residency” preference for families that reside in the County of Merced; or who has a family member who works or has been notified that they are hired to work in the County of Merced. (The minimum number of hours worked per week shall not be less than 32 hours).
- 5** A preference for a family that includes a family member who is a victim of domestic violence and referred by the local domestic violence agency in Merced County.
- 0** All other applications by date and time of application.

## **Attachment “C”**

### **Procurement Policy**

#### **Section 810:**

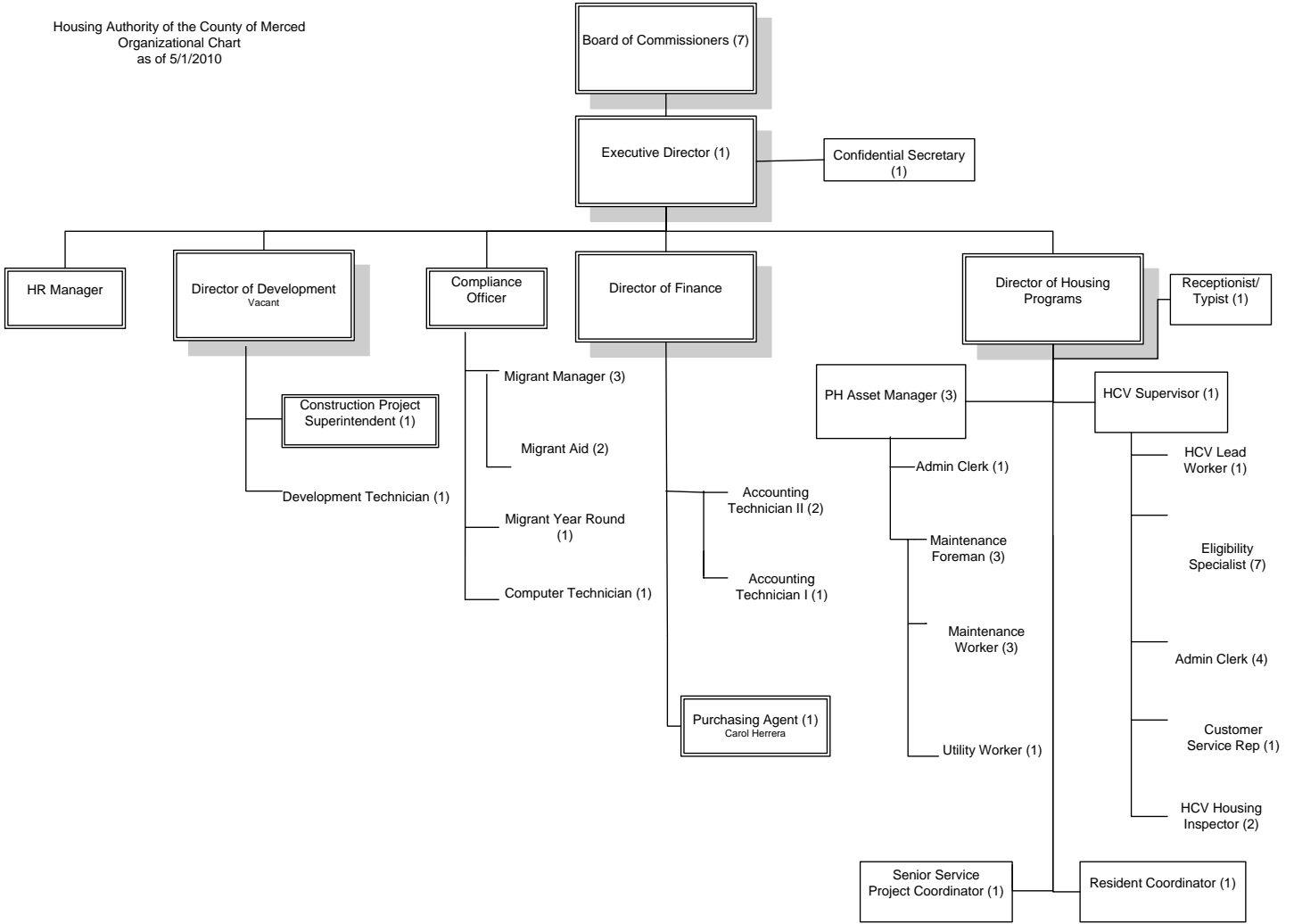
#### **Additional Procurement Policy Requirements relative to the American Recovery and Reinvestment Act (ARRA) 2009 and Capital Fund Recovery Competition (CFRC) grant programs.**

When expending federal American Recovery and Reinvestment Act (ARRA) grant funding, the PHA’s Procurement Policy shall:

- A. Require the incorporation by reference Section 81605 of the ARRA Act 2009, Buy American, part 25; CFR 24 Part 85; PIH Notice 2009-12; and HUD Handbook 7460.8, rev 2. These requirements will be set forth in all purchase orders, contractor and service agreements.
- B. In the event of any conflict between local, state, and federal rules and regulations governing PHA’s procurement activities, the aforementioned federal regulations shall prevail when expending ARRA 2009 and CFRC funds.
- C. All funds expended under the ARRA 2009 and CFRC grant programs must adhere to these guidelines.

# Attachment "D"

Housing Authority of the County of Merced  
Organizational Chart  
as of 5/1/2010



## Attachment “E”

### Grievance Policy and Procedures Public Housing

#### 21.1 PURPOSE

The purpose of the grievance procedure is to assure that each Housing Authority resident is given the opportunity for a hearing if the resident disputes, within a reasonable time, any action or failure to act involving the resident’s lease with the housing agency or housing agency regulations which adversely affect the individual resident’s rights, duties, welfare, or status.

#### 21.2 APPLICABILITY (24 CFR 966.51)

This Grievance Policy and Procedure shall not apply to any of the following:

1. Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises of other residents or employees of the Housing Authority; or
2. Any violent or drug-related criminal activity on or off the premises; or
3. Any criminal activity that resulted in felony conviction of a household member.
4. This grievance procedure shall not be applicable to disputes between residents not involving the Housing Authority or to class grievances. The grievance procedure is not intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the Housing Authority’s Board of Commissioners.

This grievance procedure is incorporated in all Resident dwelling leases and shall be provided to each tenant.

#### 21.3 DEFINITIONS

1. Grievance shall mean any dispute which a resident may have with respect to Housing Authority action or failure to act in accordance with the individual resident’s lease or Housing Authority regulations which adversely affect the individual resident’s rights, duties, welfare or status.
2. Complainant shall mean any resident whose grievance is presented to Management in accordance with the requirements presented in this procedure.
3. Resident shall mean any adult lessee or the remaining head of household of any resident family residing in conventional low-rent housing owned by Management.
4. Hearing Officer(s) shall mean person or persons duly appointed by Management to hear grievances and render a decision with respect thereto.
5. Management shall mean the Housing Authority.
6. Authority shall mean the Housing Authority.
7. Business Days shall mean Monday through Friday (excepting holidays and other days in which Housing Authority’s office is scheduled to be closed) during regular office hours.

8. Escrow Funds shall mean money placed in a separate account to be held until decision of the hearing officer(s).
9. Court of Competent Jurisdiction shall mean suitable court.
10. Condition Precedent shall mean prior condition.

#### **21.4 INFORMAL HEARING OF GRIEVANCE (24 CFR 966.54)**

1. Presentation of Grievance to Management: Any grievance shall be personally presented, either orally or in writing, to the Management office so that the grievance may be discussed informally and settled without a hearing. The grievance must be filed within ten (10) calendar days of the Authority's act or failure to act, which is the basis for the grievance. Complainant is to advise the Housing Authority of the reason(s) for the grievance and the action or relief sought.

As soon as the grievance is received, it will be reviewed by Management to be certain that none of the exclusions in paragraph 21.2 above applies to the grievance. Should one of the exclusions apply, the complainant will be notified in writing that the matter raised is not subject to the Housing Authority's grievance procedure, with the reason there for.

If none of the exclusions apply, notification will be sent specifying the date, time and location to meet so the grievance may be discussed informally and settled without a formal hearing. At the informal hearing, the complainant will present the grievance and an attempt will be made to settle the grievance to the satisfaction of both parties.

2. Written Summary of Grievance Decision: A written summary of such discussion shall be prepared within ten (10) business days of the meeting and one copy shall be provided to the resident and one copy shall be retained by the Authority in the resident's file. The summary shall contain the following information:
  - a) Name of the participants;
  - b) Date(s) of the meeting(s);
  - c) Nature of the proposed disposition of the complaint;
  - d) Specific reasons for the disposition; and
  - e) Procedures to obtain a Formal Hearing if the complaint is not satisfied with the disposition.

#### **21.5 FORMAL HEARING OF GRIEVANCE (24 CFR 966.55)**

If the complainant is dissatisfied with the settlement arrived at in the Informal Hearing, the complainant must submit a written request for a Formal Hearing no later than ten (10) calendar days after the summary of the informal hearing is received.

1. Request for a Formal Hearing  
The complainant shall submit a written request for a Formal Hearing to the Housing Authority at its office located at 405 "U" Street, Merced, California during regular office hours on business days. The written request for a Formal Hearing must be presented to the Housing Authority within ten (10) calendar days from the date the written summary of the Informal Hearing is received. The written request for Formal Hearing shall specify:
  - a) The reason(s) for the grievance; and
  - b) The action or relief sought from the Housing Authority
2. Failure to Request a Formal Hearing: If the complainant does not request a Formal Hearing within five (5) calendar days from the date the written summary of the Informal Hearing is received, Management's

disposition of the grievance shall become final and the complainant shall forfeit his/her right to such a hearing.

3. Prerequisite to Formal Hearing: All grievances shall be personally presented either orally or in writing and the complainant shall participate in good faith in settlement discussions pursuant to the informal procedure set forth in Section D above as a condition precedent to a hearing under this section. In the event the complainant can show good cause why he/she failed to proceed in accordance with the procedure in Section D above to the hearing officer, the provisions for prerequisite to formal hearing may be waived by the hearing officer(s).
4. Escrow Deposit Requirement: Before a Formal Hearing is scheduled in any grievance involving the amount of rent which Management claims is due, the complainant shall pay to Management, to be placed in an escrow account, an amount equal to the amount of rent claimed due and payable as of the first of the month preceding the month in which the act or failure to act took place. The complainant shall thereafter deposit the same amount of the monthly rent in an escrow account monthly until the complaint is resolved by decision of the hearing officer(s)
  - a) The failure to make payment into an escrow account as required in the above paragraph shall terminate the complainant's right to participate in the grievance procedure.
  - b) If after a hearing, as hereinafter provided, the hearing officer(s) finds in favor of Management, Management shall be entitled to retain the funds placed in escrow and apply the same against the unpaid rent.

HA shall waive the requirement for an escrow deposit where required by 24 CFR 5.630 (based on hardship exemption from minimum rents).

5. Selection of Hearing Officer: A grievance hearing shall be conducted by an impartial person or persons appointed by the PHA, other than the person who made or approved the HA action under review, or a subordinate of such person.
6. Scheduling of Hearing: When a complainant submits a timely request, a hearing shall be scheduled and written notification specifying the time, place and procedures governing the hearing shall be delivered to the complainant.

#### ***21.6 PROCEDURES GOVERNING THE FORMAL HEARING (24 CFR 966.56)***

1. The hearing shall be held before a hearing officer.

The complainant shall be afforded a fair hearing, which shall include:

- a) The opportunity to examine before the Formal Hearing any Housing Authority documents, including records and regulations that are directly relevant to the hearing. The resident shall be allowed to copy any such document at the resident's own expense at the rate of \$.35 per page of copy.

If Housing Authority does not make the document(s) available for examination upon request by the complainant, the Housing Authority may not rely on such document(s) at the Formal Hearing.

- b) The Housing Authority must be given the opportunity to examine at the Housing Authority's office at 405 "U" Street, Merced, California, before the Formal Hearing, any complainant documents, including any records and documents that are directly relevant to the Formal Hearing. The Housing Authority shall be allowed to copy any such documents at its own expense. If



resident does not make the document(s) available for examination upon request by the Housing Authority, the complainant may not rely on such document(s) at the Formal Hearing.

- c) The right to be represented by counsel or other person chosen as resident's representative, and to have such person make statements on the resident's behalf;
  - d) The right to a private hearing unless the complainant requests a public hearing;
  - e) The right to present evidence and arguments in support of the resident's complaint, to controvert evidence relied on by the Housing Authority, and to confront and cross-examine all witnesses upon whose testimony or information the Housing Authority relies; and
  - f) A decision based solely and exclusively upon the facts presented at the Formal Hearing.
2. The hearing officer(s) may render a decision without proceeding with the Formal Hearing if the hearing officer(s) determines that the issue has been previously decided in another proceeding.
  3. If the complainant or the Housing Authority fails to appear at a scheduled hearing, the hearing officer(s) may make a determination to postpone the hearing for not to exceed five (5) calendar days or may make a determination that the party has waived his/her right to a hearing. Both the complainant and the Housing Authority shall be notified of the determination by the hearing officer(s).
  4. At the Formal Hearing, the complainant must first make a showing of an entitlement to the relief sought and thereafter the Housing Authority must sustain the burden of justifying the Housing Authority action or failure to act against which the complaint is directed.
  5. The Formal Hearing shall be conducted informally by the hearing officer(s). Oral or documentary evidence pertinent to the facts and issues raised by the complainant may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings. The hearing officer(s) shall require the Housing Authority, the complainant, counsel and other participants or spectators to conduct themselves in an orderly fashion. Failure to comply with the directions of the hearing officer(s) to obtain order may result in exclusion from the proceedings or in a decision adverse to the interests of the disorderly party and granting or denial of the relief sought, as appropriate.
  6. The complainant or the Housing Authority may arrange, in advance and at the expense of the party making the arrangement, for a transcript of the Formal Hearing. Any interested party may purchase a copy of such transcript.
  7. The Housing Authority will provide reasonable accommodation for persons with disabilities to participate in the Formal Hearing.
  8. Reasonable accommodation may include qualified sign language interpreters, readers, accessible locations, or attendants. If the resident is visually impaired, any notice to the resident which is required under this subpart must be in an accessible format. Resident should request any such reasonable accommodation of Housing Authority as soon as possible after notification of date and time for Formal Hearing.
  9. Decision of the hearing officer(s) (24 CFR 966.57):
    - a) The hearing officer(s) shall prepare a written decision, together with the reasons therefore, within ten (10) working days after the Formal Hearing. A copy of the decision shall be sent to the complainant and the Housing Authority. The Housing Authority shall retain a copy of the decision in the resident's file. A copy of such decision, with all names and identifying references deleted, shall also be maintained on file by the Housing Authority and made available for

inspection by a prospective complainant, his representative, or the hearing officer(s) at his/her own expense.

- b) The decision of the hearing officer(s) shall be binding on the Housing Authority which shall take all actions, or refrain from any actions, necessary to carry out the decision unless the Housing Authority Board of Commissioners determines, within a reasonable time (not longer than forty (40) days after the date of the written decision), and promptly notifies the complainant of its determination, that
  - 1) The grievance does not concern Housing Authority action or failure to act in accordance with or involving the complainant's lease or Housing Authority regulations, which adversely affect the complainant's rights, duties, welfare or status;
  - 2) The decision of the hearing officer(s) is contrary to applicable Federal, State or local law, HUD regulations or requirements of the annual contributions contract between HUD and the PHA.
  - 3) A decision by the hearing officer(s) or Board of Commissioners in favor of the Housing Authority or which denies the relief requested by the complainant in whole or in part shall not constitute a waiver of, nor affect in any manner whatever, any rights the complainant may have to a trial de novo or judicial review in any judicial proceedings, which may thereafter be brought in any matter (24 CFR 966.57).
- 10. Failure of complainant to comply: If the written decision of the hearing panel is in favor of the complainant, subject to the complainant performing or not performing certain acts, Management shall not be bound by said decision if complainant fails to comply with the terms and conditions within the time specified in the decision, or if no time is specified, within ten (10) calendar days of the date of said written decision by the complainant.

### ***21.7 GIVING NOTICES***

- 1. Notice to complainant: Any notice required or permitted to be given to complainant under this Grievance Policy and Procedure shall be in writing and either delivered personally to the complainant, or an adult member of the household residing in the dwelling unit, or affixed to the door of the premises or sent first-class mail postage prepaid and properly addressed to the premises.
- 2. Notice to Management: Any notice required or permitted to be given to Management under the Grievance Policy and Procedure shall be in writing and delivered personally to the Housing Authority office of 405 "U" Street, Merced, California, or sent by first-class mail, postage prepaid and properly addressed to the Housing Authority, 405 "U" Street, Merced, California 95340. Any notice mailed pursuant to the provisions of this paragraph shall be deemed received by the party to whom it is addressed the day after it is deposited in a United States Post Office mailbox located within the County of Merced, State of California.
- 3. In all instances of written notice by Management upon complainant, notice shall be deemed received by the party to whom it is addressed the day after it is deposited in a United States Post office mailbox located within the County of Merced State of California.

### ***21.8 CHANGES TO GRIEVANCE PROCEDURE***

1. Residents will be given at least thirty (30) days notice of proposed changes to the Grievance Procedure and shall be given the opportunity to present written comments.
2. Management will consider any comments received. However, Management retains the right of final decision on any proposed changes to the Grievance Policy and Procedure.

**21.9 PUBLICATION OF GRIEVANCE PROCEDURE**

Management will furnish a copy of the Grievance Policy and Procedure to each resident.

## Attachment “F”

### COMMUNITY SERVICE OR SELF-SUFFICIENCY WORK ACTIVITIES (24 CFR 960.600)

#### *General*

In order to be eligible for continued occupancy, each adult family member must either (1) contribute eight hours per month of community service (not including political activities) within the community in which the public housing development is located, or (2) participate in an economic self-sufficiency program unless they are exempt from this requirement

#### *Exemptions*

The following adult family members of tenant families are exempt from this requirement.

- A. Family members who are 62 or older
- B. Family members who are blind or disabled
- C. Family members who are the primary care giver for someone who is blind or disabled
- D. Family members engaged in work activity
- E. Family members who are exempt from work activity under part A title IV of the Social Security Act or under any other State welfare program, including the welfare-to-work program
- F. Family members receiving assistance under a State program funded under part A title IV of the Social Security Act or under any other State welfare program, including welfare-to-work and who are in compliance with that program

#### *Notification of the Requirements*

The Merced Housing Authority shall identify all adult family members who are apparently not exempt from the community service requirement.

The Merced Housing Authority shall notify all such family members of the community service requirement and of the categories of individuals who are exempt from the requirement. The notification will provide the opportunity for family members to claim and explain an exempt status. The Merced Housing Authority shall verify such claims.

The notification will advise families when their community service obligation will begin. It will also advise them that failure to comply with the community service requirement will result in ineligibility for continued occupancy at the time of any subsequent annual reexamination.

### ***Volunteer Opportunities***

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

An economic self sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

The Merced Housing Authority will coordinate with social service agencies, local schools, and the Human Resources Office in identifying a list of volunteer community service positions.

Together with the resident advisory councils, the Merced Housing Authority may create volunteer positions such as hall monitoring, litter patrols, and supervising and record keeping for volunteers.

### ***The Process***

The Merced Housing Authority will do the following:

- A. Provide a list of volunteer opportunities to the family members.
- B. Provide information about obtaining suitable volunteer positions.
- C. Provide a volunteer time sheet to the family member. Instructions for the time sheet require the individual to complete the form and have a supervisor date and sign for each period of work.
- D. Assign family members to a volunteer coordinator who will assist the family members in identifying appropriate volunteer positions and in meeting their responsibilities. The volunteer coordinator will track the family member's progress monthly and will meet with the family member as needed to best encourage compliance.
- E. Thirty (30) days before the family's next lease anniversary date, the volunteer coordinator will advise the Merced Housing Authority whether each applicable adult family member is in compliance with the community service requirement.

### ***Notification of Non-compliance with Community Service Requirement***

The Merced Housing Authority will notify any family found to be in noncompliance of the following:

- A. The family member(s) has been determined to be in noncompliance;
- B. That the determination is subject to the grievance procedure; and
- C. That, unless the family member(s) enter into an agreement to comply, the lease will not be renewed or will be terminated;

***Opportunity for cure***

The Merced Housing Authority will offer the family member(s) the opportunity to enter into an agreement prior to the anniversary of the lease. The agreement shall state that the family member(s) agrees to enter into an economic self-sufficiency program or agrees to contribute to community service for as many hours as needed to comply with the requirement over the past 12-month period. The cure shall occur over the 12-month period beginning with the date of the agreement and the resident shall at the same time stay current with that year's community service requirement. The first hours a resident earns goes toward the current commitment until the current year's commitment is made.

The volunteer coordinator will assist the family member in identifying volunteer opportunities and will track compliance on a monthly basis.

If any applicable family member does not accept the terms of the agreement, does not fulfill their obligation to participate in an economic self-sufficiency program, or falls behind in their obligation under the agreement to perform community service by more than three (3) hours after three (3) months, the Merced Housing Authority shall take action to terminate the lease.

## Attachment “G”

### Pet Policy

The following rules are established to govern the keeping of pets in and on properties owned and operated by the Housing Authority of the County of Merced (herein after referred to as “HACM”). Tenants and/or owners and their families are herein after referred to as “tenant”. Guide dogs for the blind, or other animals specifically utilized in assisting the disabled or the elderly, are specifically excluded from these rules. HACM may designate areas as pet free in the individual complexes. Further, HACM reserves the right to exclude any of the permitted pets from the particular complexes of HACM or from particular units. HACM further reserves the right to exclude different breeds of animals or any individual animal at its discretion.

All pets must be registered with HACM. Tenant must receive and maintain a written permit to keep any animal/pet on or about the premises. You must have an HACM written permit and approval before you obtain a pet. This privilege may be revoked at any time subject to HACM grievance procedure if the animal/pet becomes a problem of any kind including, but not limited to, destruction of HACM property or the property of others, a nuisance or safety hazard to HACM employees or others and/or tenant’s failure to comply with the following requirements:

1. A maximum number of two (2) pets is allowed. Only one of the pets may be a dog or a cat.
2. Permitted pets are domesticated dogs, cats, birds and fish aquariums. Dogs must weigh under twenty (20) pounds (adult size) at all times. No vicious, aggressive, or intimidating animals are to be kept. No other type of pet is allowed under any circumstances including, but not limited to, illegal, exotic, or endangered animals, or snakes, alligators, spiders, lizards, rodents, etc. Any dog who is “potentially dangerous” and/or “vicious” as defined in California Food and Agriculture Code Sections 31601-31683 shall not be permitted and must be removed immediately.
3. Dogs are to be licensed yearly with the proper authorities. Tenant must show proof of parvo and distemper shots as well as yearly distemper and rabies booster shots. Cats are to be vaccinated for feline leukemia and yearly distemper shots. Proof of inoculations shall be in the form of a certification by a licensed veterinarian or a state or local authority.
4. All cats and dogs must be spayed or neutered. If such animals/pets are not spayed and have offspring’s, tenant is in violation of this rule. Tenant must provide HACM with adequate proof of spaying or neutering of animal. All cats must be declawed.
5. No pet may be kept in violation of state humane or health laws, animal cruelty laws, or local ordinances. It is tenant’s responsibility to know these laws and local ordinances and to follow them at all times.
6. Dogs and cats shall remain inside a tenant’s unit or the tenant’s fenced property, unless they are on a leash and directly controlled by an adult. Animals shall be kept off of other tenant’s lawns. Birds must be confined to a cage at all times. Fish are to be kept in a properly equipped fish aquarium.
7. Tenant is to provide waterproof and leakproof litter boxes for cat waste which are to be kept in the unit. Tenant is not allowed to let waste accumulate. Tenant is responsible for properly disposing of cat waste in container provided by HACM outside unit.

Tenant is responsible for promptly cleaning up pet droppings, if any, outside of their unit on HACM property, and properly disposing of said droppings in container provided by HACM outside unit. Tenant must also notify HACM immediately if there is any damage to the tenant's unit or damage or problem with any fencing and/or gates for the unit. If HACM staff is required to clean up any waste left by a pet, the tenant will be charged \$25.00 for removal of the waste and/or droppings.

8. Tenant shall take adequate precautions to eliminate any pet odors within or around unit and maintain unit in a sanitary condition at all times.
9. Tenant shall not permit any disturbance by their pets, which would interfere with the peaceful enjoyment of other tenants, neighbors and HACM employees, whether by loud barking, howling, biting, scratching, chirping or other activities.

Repeated and substantiated complaints by neighbors or HACM personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, damage to the premises or other nuisance will result in the family having to move the pet or possible eviction from the unit by the tenant and his/her family.

10. If pets are left unattended for twenty-four (24) hours or more, HACM may enter to remove the pet and transfer it to the proper authorities subject to the provisions of Section 1954 of the California Civil Code. The tenant will be charged a \$35.00 fee for such removal of a pet from a unit. It shall be the responsibility of the tenant to reclaim the pet and will be at the expense of the tenant. HACM accepts no responsibility for the pet under such circumstances.
11. Tenant shall not alter their unit, patio, or unit area to create an enclosure or other structure for an animal.
12. Tenant is responsible for all damages including, but not limited, to cost of fumigation, damage to carpet, damage to unit, damages to yard or fencing, or any other damage caused by the pet or pets. Pets are to be kept flea, tick and lice free at all times. Tenant will be responsible for flea, tick or any other disease eradication in the event of infestation.
13. Tenant is prohibited from feeding stray animals. The feeding of stray animals shall constitute having a pet without permission of HACM.
14. Tenant shall pay a pet fee of \$10.00 per month for a dog or a cat. Tenant shall pay a pet fee of \$3.00 per month for a bird or fish aquarium.
15. Tenants who violate these rules are subject to:
  - a) Being required to remove the pet or pets within fourteen (14) days of notice by HACM, and/or
  - b) Eviction from public housing
16. Tenant must provide to HACM the name, address, and telephone numbers of an alternate custodian for pet, in the event of tenant illness or other absence from unit.
17. Tenant must remove pet dog from inside the unit if tenant requests a work order and will not be home during scheduled hours for repair. Maintenance personnel will not enter unit if pet dog is present.



18. Any animals unleashed or running loose outside the tenant's unit and/or yard will be turned over to an animal control officer or taken to the local animal shelter.
19. Dogs and cats are to be housebroken and at least six (6) months old before they are allowed in the tenant's unit.
20. Pet owner shall provide HACM with copies of licensing documents, immunization certificates and proof of spaying/neutering before the pet is allowed to be kept at the tenant's unit. It is the tenant's responsibility to update the licensing documents and immunization certificates on a yearly basis and provide those updated documents to HACM.
21. The HACM will issue a "pet tag" that must be worn along with the proper pet "license" on a collar at all times by an authorized dog or cat. Dogs are to wear, at all times, their current dog license and rabies vaccination tags. A fish aquarium shall not be larger than a 20-gallon tank and must be properly secured and maintained for safety.
22. The tenant shall immediately notify HACM of any incident involving the pet where there is any incident, attacking, biting, scratching, injury, damage of any kind to person or property, or complaints from others or any citations, fines, penalties, warning, written reports/letters from any public, community, or governmental agency.

Each tenant has read and understands HACM's Pet Policy and agrees to be bound by and follows all of the terms and conditions contained therein. Tenant understands and agrees that if tenant or nay member of tenant's family or guests or other person under tenant's control violates any of these rules, then tenant and family may be subject to removal of pets from the housing unit and tenant and family may be evicted from public housing at HACM.

## Attachment "H"

<b>PHA Certifications of Compliance with PHA Plans and Related Regulations</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing Expires 4/30/2011</b>
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### PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the    5-Year and/or    Annual PHA Plan for the PHA fiscal year beginning 10/01/2010, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Housing Authority of the County of Merced

CA023

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Years 2010 - 2011

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official:

MARGARET PIA

Title: CHAIRPERSON

Housing Authority of the County of Merced/Board of Commissioners

Signature

*Margaret A Pia*

Date

*6/15/10*

**Civil Rights Certification**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Housing Authority of the County of Merced

CA023

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Margaret Pia

Title

Chairperson, Board of Commissioners

Signature

*Margaret A Pia*

Date

*6/15/10*

form HUD-50077-CR (1/2009)  
OMB Approval No. 2577-0226

**RESOLUTION NO. 10-14**

**APPROVING THE PHA FIVE-YEAR and ANNUAL PLAN  
FY 2010 THROUGH 2014 FOR SUBMISSION TO HUD  
(PENDING ANY REQUIRED OR NECESSARY CHANGES PRIOR TO SUBMISSION)**

**WHEREAS**, HUD requires the Authority to submit an Annual and Five-Year Plan for FY 2010; and

**WHEREAS**, the Plan is in full compliance with HUD regulations, has been on display for a period of 45 days for public review and comment, and the required Public Hearing was held during a special board meeting (06/01/2010); and

**WHEREAS**, the Plan is consistent with the Consolidated Plans of the City of Merced and the State of California,

**THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the County of Merced do hereby approve the Fiscal Year 2010 Annual and Five-Year (2010-2014) Agency Plan for submission to HUD (pending any required or necessary change prior to submission).

The foregoing resolution was introduced at the June 15, 2010 Board meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion: Commissioner Kelly

Second: Commissioner Resendez

Ayes: Six (6) Kelly, Perez, Resendez, Pia, Delgadillo, Dorsey

Noes: Zero (0)

Absent/~~Abstain~~: One (1) Davis



Chairperson, Board of Commissioners  
Housing Authority of the County of Merced

Dated June 15, 2010

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan**

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011**

**Certification by State or Local Official of PHA Plans Consistency with the  
Consolidated Plan**

I, John Bramble the City Manager certify that the Five Year and  
Annual PHA Plan of the Housing Authority of the County of Merced is consistent with the Consolidated Plan of  
City of Merced prepared pursuant to 24 CFR Part 91.

 05-20-10

Signed / Dated by Appropriate State or Local Official

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Cathy E. Creswell the Deputy Director certify  
that the Five Year and Annual PHA Plan of the Housing Authority County of Merced is  
consistent with the Consolidated Plan of the State of California prepared  
pursuant to 24 CFR Part 91.

Cathy E. Creswell 4/20/10  
Signed / Dated by Appropriate State or Local Official

## Attachment "I"

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0266  
 Expires 6/12/2010

<b>Part I: Summary</b>					
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <span style="float: right;">CA39P02350108</span> Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:</b> 2008 <b>FFY of Grant Approval:</b> 2008	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)					
<input type="checkbox"/> Performance & Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	\$ -	\$ -		
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>		\$ 189,318	\$ 189,318	\$ 189,318
3	1408 Management Improvements		\$ 94,664	\$ 94,664	\$ 94,664
4	1410 Administration (may not exceed 10% of line 20)	\$ 94,664	\$ 94,664	\$ 94,664	\$ 94,664
5	1411 Audit	\$ -	\$ -	\$ -	\$ -
6	1415 Liquidated Damages	\$ -	\$ -	\$ -	\$ -
7	1430 Fees and Costs	\$ 60,000	\$ -	\$ -	\$ -
8	1440 Site Acquisition	\$ -	\$ -	\$ -	\$ -
9	1450 Site Improvements	\$ 177,000	\$ 279,410	\$ 279,410	\$ 133,318
10	1460 Dwelling Structures	\$ 567,448	\$ 288,588	\$ 288,588	\$ 115,088
11	1465.1 Dwelling Equipment - Nonexpendable	\$ -	\$ -	\$ -	\$ -
12	1470 Nondwelling Structures	\$ 12,000	\$ -	\$ -	\$ -
13	1475 Nondwelling Equipment	\$ 35,532	\$ -	\$ -	\$ -
14	1485 Demolition	\$ -	\$ -	\$ -	\$ -
15	1492 Moving to Work Demonstration	\$ -	\$ -	\$ -	\$ -
16	1495.1 Relocation Costs	\$ -	\$ -	\$ -	\$ -
17	1499 Development Activities <sup>4</sup>	\$ -	\$ -	\$ -	\$ -

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHA's under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.



Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0266  
 Expires 6/12/2010

<b>Part I: Summary</b>						
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>CA39P02350108</b> Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant:</b> <b>2008</b> <b>FFY of Grant Approval:</b> <b>2008</b>	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)		
<input type="checkbox"/> Performance & Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA	\$ -	\$ -			
18ba	Payment	\$ -	\$ -			
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -			
20	Amount of Annual Grant: (sum of lines 2-19)	\$ 946,646	\$ 946,646	\$ 946,644	\$ 627,052	
21	Amount of line 20 Related to LBP Activities	\$ -	\$ -	\$ -	\$ -	
22	Amount of line 20 Related to Section 504 compliance	0	0			
23	Amount of line 20 Related to Security -- Soft Costs	0	0			
24	Amount of Line 20 Related to Security -- Hard Costs	0	0			
25	Amount of line 20 Related to Energy Conservation Measures	0	0			
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>		
				<b>Date</b>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHA's under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

**Part II: Supporting Pages**

PHA Name: <i>The Housing Authority of the County of Merced</i>		Grant Type and Number Capital Fund Program Grant No: <b>CA39P02350108</b> Replacement Housing Factor Grant No:			Federal FFY of Grant: <b>2008</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>2</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA-Wide	<b>OPERATIONS</b>	1406		\$ -	\$ 189,318	189,318	189,318	Complete
PHA-Wide	<b>MANAGEMENT IMPROVEMENTS</b>	1408		\$ -	\$ 94,664	94,664	94,664	Complete
PHA-Wide	<b>ADMINISTRATION</b>	1410		\$ 94,664	\$ 94,664	94,664	94,664	Complete
	<i>Salary and Benefits for Development Staff</i>			\$ 85,000	\$ 85,000			
	<i>Training &amp; Travel for Management Staff</i>			\$ 8,644	\$ 8,644			
	<i>Office Supplies</i>			\$ 1,000	\$ 1,000			
PHA-Wide	<b>FEES &amp; COSTS</b>	1430		\$ 60,000	\$ -			
PHA-Wide	<b>SITE IMPROVEMENTS</b>	1450		\$ 177,000	\$ 279,410	279,410	133,318	48%
AMP 2-003 Atwater	<i>Parking Lot Repair</i>		1	\$ 10,000	\$ 10,000		5,000	
AMP 3-005 Dos Palos	<i>Parking Lot Repair</i>		1	\$ 20,000	\$ 20,000		10,000	
AMP 2-006 Livingston	<i>Parking Lot Repair</i>		1	\$ 150,000	\$ 150,000		75,000	
AMP 3-011 Los Banos	<i>Landscape Repair</i>			\$ 7,000	\$ 37,635		18,818	
AMP 3-011 Los Banos	<i>Parking Lot Repair</i>		1	\$ -	\$ 24,000		12,000	
AMP 3-012 Dos Palos	<i>Parking Lot Repair</i>		1	\$ 23,000	\$ 25,000		12,500	
PHA-Wide	<i>Parking Lot Repair</i>				\$ 12,775		12,775	
PHA-Wide	<b>DWELLING STRUCTURES</b>	1460		\$ 567,448	\$ 288,588	288,588	115,088	40%
AMP 1 -001 Merced	<i>Roofs Leaking</i>		2	\$ 23,750	\$ 3,551		3,551	
AMP 3 -002 Los Banos	<i>Roofs Leaking</i>		2	\$ 23,750	\$ -			
AMP 2 -003 Atwater	<i>Exterior Paint</i>		8	\$ 42,000	\$ 18,000		9,000	
AMP 2 -003 Atwater	<i>Window Replacement</i>			\$ 36,000	\$ 35,637		35,637	
AMP 3 -005 Dos Palos	<i>Exterior Paint</i>		15	\$ 140,000	\$ 33,000		12,000	
AMP 2 -006 Livingston	<i>Exterior Paint</i>		18	\$ 175,000	\$ 87,000		45,000	
AMP 1 -010 Merced	<i>Carport Repair</i>		2	\$ 12,470	\$ 6,400		6,400	
AMP 1 -013 Merced	<i>Exterior Paint</i>		3	\$ 40,000	\$ 7,000		3,500	
AMP 1 -010 Merced	<i>Unit Modification-Flooring</i>		17		\$ 34,000			
AMP 1 -010 Merced	<i>Unit Modification-Countertops</i>		16		\$ 32,000			
AMP 1 -010 Merced	<i>Unit Modification-Walls</i>		16	\$ 74,478	\$ 32,000			
PHA-Wide	<b>NON DWELLING STRUCTURES</b>	1470		\$ 12,000	\$ -			
PHA-Wide	<b>NON DWELLING EQUIPMENT</b>	1475		\$ 35,532	\$ -			

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.



<b>Part I: Summary</b>					
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>CA39R02350108</b> Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:</b> <b>2008</b> <b>FFY of Grant Approval:</b> <b>2008</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)			
<input type="checkbox"/> Performance & Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	\$ -	\$ -		
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>		\$ -		
3	1408 Management Improvements		\$ -		
4	1410 Administration (may not exceed 10% of line 20)		\$ -		
5	1411 Audit		\$ -		
6	1415 Liquidated Damages		\$ -		
7	1430 Fees and Costs		\$ -		
8	1440 Site Acquisition		\$ -		
9	1450 Site Improvements		\$ -		
10	1460 Dwelling Structures		\$ -		
11	1465.1 Dwelling Equipment - Nonexpendable		\$ -		
12	1470 Nondwelling Structures		\$ -		
13	1475 Nondwelling Equipment		\$ -		
14	1485 Demolition		\$ -		
15	1492 Moving to Work Demonstration		\$ -		
16	1495.1 Relocation Costs		\$ -		
17	1499 Development Activities <sup>4</sup>	\$ 43,992	\$ 43,992	\$ -	\$ -

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHA's under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>					
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39R02350108 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant:</b> 2008 <b>FFY of Grant Approval:</b> 2008
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance & Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	\$ -	\$ -		
18ba	Payment	\$ -	\$ -		
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -		
20	Amount of Annual Grant: (sum of lines 2-19)	\$ 43,992	\$ 43,992	\$ -	\$ -
21	Amount of line 20 Related to LBP Activities	\$ -	\$ -	\$ -	\$ -
22	Amount of line 20 Related to Section 504 compliance	0	0		
23	Amount of line 20 Related to Security -- Soft Costs	0	0		
24	Amount of Line 20 Related to Security -- Hard Costs	0	0		
25	Amount of line 20 Related to Energy Conservation Measures	0	0		
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHA's under 250 units in management may use 100% of CFP Grants for operations.  
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<b>Part I: Summary</b>					
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39P02350109 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:</b> 2009 <b>FFY of Grant Approval:</b> 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance & Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	\$ -	\$ -		
2	1406 Operations (may not exceed 20% of line 20)3	\$ 176,630	\$ 176,630		
3	1408 Management Improvements	\$ 88,315	\$ 88,315		
4	1410 Administration (may not exceed 10% of line 20)	\$ 88,315	\$ 88,315		
5	1411 Audit	\$ -	\$ -		
6	1415 Liquidated Damages	\$ -	\$ -		
7	1430 Fees and Costs	\$ 10,000	\$ -		
8	1440 Site Acquisition	\$ -	\$ -		
9	1450 Site Improvements	\$ 218,716	\$ -		
10	1460 Dwelling Structures	\$ 266,174	\$ 525,800		
11	1465.1 Dwelling Equipment - Nonexpendable	\$ -	\$ 4,090		
12	1470 Nondwelling Structures	\$ 10,000	\$ -		
13	1475 Nondwelling Equipment	\$ 25,000	\$ -		
14	1485 Demolition	\$ -	\$ -		
15	1492 Moving to Work Demonstration	\$ -	\$ -		
16	1495.1 Relocation Costs	\$ -	\$ -		
17	1499 Development Activities <sup>4</sup>	\$ -	\$ -		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHA's under 250 units in management may use 100% of CFP Grants for operations.

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<b>Part I: Summary</b>						
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39P02350109 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant:</b> 2009 <b>FFY of Grant Approval:</b> 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance & Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA	\$ -	\$ -			
18ba	Payment	\$ -	\$ -			
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -			
20	Amount of Annual Grant: (sum of lines 2-19)	\$ 883,150	\$ 883,150	\$ -	\$ -	
21	Amount of line 20 Related to LBP Activities	\$ -	\$ -	\$ -	\$ -	
22	Amount of line 20 Related to Section 504 compliance	0	0			
23	Amount of line 20 Related to Security -- Soft Costs	0	0			
24	Amount of Line 20 Related to Security -- Hard Costs	0	0			
25	Amount of line 20 Related to Energy Conservation Measures	0	0			
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>		
				<b>Date</b>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

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<sup>4</sup> RHF funds shall be included here.

**Part II: Supporting Pages**

PHA Name: <i>The Housing Authority of the County of Merced</i>		Grant Type and Number Capital Fund Program Grant No: <b>CA39P02350109</b> Replacement Housing Factor Grant No:			Federal FFY of Grant: <b>2009</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>2</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA-Wide	<b>OPERATIONS</b>	1406		\$ 176,630	\$ 176,630			
PHA-Wide	<b>MANAGEMENT IMPROVEMENTS</b>	1408		\$ 88,315	\$ 88,315			
PHA-Wide	<b>ADMINISTRATION</b>	1410		\$ 88,315	\$ 88,315			
	<i>Salary and Benefits for Development Staff</i>			\$ 80,000	\$ 80,000			
	<i>Training &amp; Travel for Management Staff</i>			\$ 7,315	\$ 7,315			
	<i>Office Supplies</i>			\$ 1,000	\$ 1,000			
PHA-Wide	<b>FEES &amp; COSTS</b>	1430		\$ 10,000	\$ -			
	<i>Permit &amp; Fees</i>			\$ 5,000				
	<i>Job Inspection</i>			\$ 2,500				
	<i>Engineering Services</i>			\$ 2,500				
PHA-Wide	<b>SITE IMPROVEMENTS</b>	1450		\$ 218,716	\$ -			
				\$ 10,000	\$ -			
				\$ 70,000	\$ -			
				\$ 15,000	\$ -			
				\$ 30,000	\$ -			
				\$ 70,000	\$ -			
				\$ 23,716	\$ -			
PHA-Wide	<b>DWELLING STRUCTURES</b>	1460		\$ 266,174	\$ 525,800			
AMP 1 -010 Merced	<i>Unit Modification</i>		28	\$ 125,374	\$ 196,000			
AMP 2 -006 Atwater	<i>Unit Modification</i>		27		\$ 189,000			
AMP 3 -012 Dos Palos	<i>A/C Repair</i>		64	\$ 140,800	\$ 140,800			
PHA-Wide	<b>DWELLING EQUIPMENT -NON EXPENDABLE</b>	1465.1			\$ 4,090			
PHA-Wide	<b>NON DWELLING STRUCTURES</b>	1470		\$ 10,000	\$ -			
PHA-Wide	<b>NON DWELLING EQUIPMENT</b>	1475		\$ 25,000	\$ -			

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.



Part I: Summary					
PHA Name: <i>The Housing Authority of the County of Merced</i>		Grant Type and Number Capital Fund Program Grant No: CA39R02350109 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval: 2009	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)	
<input type="checkbox"/> Performance & Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	\$ -	\$ -		
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	\$ -	\$ -		
3	1408 Management Improvements	\$ -	\$ -		
4	1410 Administration (may not exceed 10% of line 20)	\$ -	\$ -		
5	1411 Audit	\$ -	\$ -		
6	1415 Liquidated Damages	\$ -	\$ -		
7	1430 Fees and Costs	\$ -	\$ -		
8	1440 Site Acquisition	\$ -	\$ -		
9	1450 Site Improvements	\$ -	\$ -		
10	1460 Dwelling Structures	\$ -	\$ -		
11	1465.1 Dwelling Equipment - Nonexpendable	\$ -	\$ -		
12	1470 Nondwelling Structures	\$ -	\$ -		
13	1475 Nondwelling Equipment	\$ -	\$ -		
14	1485 Demolition	\$ -	\$ -		
15	1492 Moving to Work Demonstration	\$ -	\$ -		
16	1495.1 Relocation Costs	\$ -	\$ -		
17	1499 Development Activities <sup>4</sup>	\$ 1,909	\$ 1,909		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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<b>Part I: Summary</b>						
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39R02350109 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant:</b> 2009 <b>FFY of Grant Approval:</b> 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)						
<input type="checkbox"/> Performance & Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA	\$ -	\$ -			
18ba	Payment	\$ -	\$ -			
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -			
20	Amount of Annual Grant: (sum of lines 2-19)	\$ 1,909	\$ 1,909	\$ -	\$ -	
21	Amount of line 20 Related to LBP Activities	\$ -	\$ -	\$ -	\$ -	
22	Amount of line 20 Related to Section 504 compliance	0	0			
23	Amount of line 20 Related to Security -- Soft Costs	0	0			
24	Amount of Line 20 Related to Security -- Hard Costs	0	0			
25	Amount of line 20 Related to Energy Conservation Measures	0	0			
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>		
				<b>Date</b>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHA's under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.





<b>Part I: Summary</b>					
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39S02350109 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:</b> 2009 <b>FFY of Grant Approval:</b> 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)					
<input type="checkbox"/> Performance & Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	\$ -	\$ -		
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	\$ -	\$ -		
3	1408 Management Improvements	\$ -	\$ -		
4	1410 Administration (may not exceed 10% of line 20)	\$ 125,395	\$ 125,395	\$ 125,395	\$ 125,395
5	1411 Audit	\$ -	\$ -		
6	1415 Liquidated Damages	\$ -	\$ -		
7	1430 Fees and Costs	\$ -	\$ -		
8	1440 Site Acquisition	\$ -	\$ -		
9	1450 Site Improvements	\$ -	\$ -		
10	1460 Dwelling Structures	\$ 1,128,554	\$ 1,128,554	\$ 1,128,554	\$ 1,128,554
11	1465.1 Dwelling Equipment - Nonexpendable	\$ -	\$ -		
12	1470 Nondwelling Structures	\$ -	\$ -		
13	1475 Nondwelling Equipment	\$ -	\$ -		
14	1485 Demolition	\$ -	\$ -		
15	1492 Moving to Work Demonstration	\$ -	\$ -		
16	1495.1 Relocation Costs	\$ -	\$ -		
17	1499 Development Activities <sup>4</sup>	\$ -	\$ -		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHA's under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.



<b>Part I: Summary</b>						
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39S02350109 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant:</b> 2009 <b>FFY of Grant Approval:</b> 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)						
<input type="checkbox"/> Performance & Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA	\$ -	\$ -			
18ba	Payment	\$ -	\$ -			
19	1502 Contingency (may not exceed 8% of line 20)	\$ -				
20	Amount of Annual Grant: (sum of lines 2-19)	\$ 1,253,949	\$ 1,253,949	\$ 1,253,949	\$ 1,253,949	
21	Amount of line 20 Related to LBP Activities	\$ -	\$ -	\$ -	\$ -	
22	Amount of line 20 Related to Section 504 compliance	0	0			
23	Amount of line 20 Related to Security -- Soft Costs	0	0			
24	Amount of Line 20 Related to Security -- Hard Costs	0	0			
25	Amount of line 20 Related to Energy Conservation Measures	0	0			
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>		
				<b>Date</b>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHA's under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.





# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name: <i>The Housing Authority of the County of Merced</i>					
<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:					
Development Number/Name/HA-Wide	Year 1 2009	Work Statement for Year 2 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 3 FFY Grant: 2011 PHA FY: 2011	Work Statement for Year 4 FFY Grant: 2012 PHA FY: 2012	Work Statement for Year 5 FFY Grant: 2013
	Annual Statement				
<i>AMP 1 -001 Merced</i>		\$22,500	\$22,500	\$52,500	\$22,500
<i>AMP 3 -002 Los Banos</i>			\$40,000	\$130,000	\$150,000
<i>AMP 2 -003 Atwater</i>		\$22,500			
<i>AMP 3 -004 Los Banos</i>			\$234,000	\$60,000	\$180,000
<i>AMP 3 -005 Dos Palos</i>		\$135,000	\$74,000	\$45,000	
<i>AMP 2 -006 Livingston</i>		\$296,000			\$0
<i>AMP 1 -010 Merced</i>			\$104,000		
<i>AMP 3 -011 Los Banos</i>				\$75,000	
<i>AMP 2 &amp; 3 Atwater, Winton, Dos Palos</i>					\$108,630
<i>AMP 1 -013 Merced</i>				\$140,000	
Management Improvements		\$80,296	\$80,296	\$80,296	\$80,296
Dwelling Equipment			\$54,000	\$54,000	\$54,000
Non-Dwelling Structures & Equipment		\$60,000			
Administration		\$80,296	\$80,296	\$80,296	\$80,296
Fees and Costs					
Contingency					
Operations		\$106,369	\$113,869	\$85,869	\$127,239
<b>CFP Funds for 5-year planning</b>		<b>\$802,961</b>	<b>\$802,961</b>	<b>\$802,961</b>	<b>\$802,961</b>

form HUD-50075.1 (4/2008)

**Attachment J**

**Capital Fund Program Five-Year Action Plan**

U.S Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0266  
**Expires 4/30/2011**

**Part I: Summary**

PHA Name:		Locality				
<i>The Housing Authority of the County of Merced</i>		<i>Merced, Merced Co, California</i>			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Year 1 FFY 2009	Work Statement for Year 2 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 3 FFY Grant: 2011 PHA FY: 2011	Work Statement for Year 4 FFY Grant: 2012 PHA FY: 2012	Work Statement for Year 5 FFY Grant: 2013 PHA FY: 2013
B.	Physical Improvements Subtotal	<b>Annual Statement</b>				
C.	Management Improvements		\$80,296	\$80,296	\$80,296	\$80,296
D.	PHA-Wide Non-dwelling Structures and Equipment		\$60,000			
E.	Administration		\$80,296	\$80,296	\$80,296	\$80,296
F.	Other /Contingency					
G.	Operations		\$106,369	\$113,869	\$85,869	\$127,239
H.	Demolition					
I.	Development		\$476,000	\$528,500	\$556,500	\$515,130
J.	Capital Fund Financing - Debt Service					
K.	Total CFP Funds		\$802,961	\$802,961	\$802,961	\$802,961
L.	Total Non-CFP Funds					
M.	Grand Total		\$802,961	\$802,961	\$802,961	\$802,961

form HUD-50075.2 (4/2008)

**Attachment J**

**Capital Fund Program Five-Year Action Plan**

U.S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0266

**Expires 4/30/2011**

**Part I: Summary**

PHA Name:		Locality				
<i>The Housing Authority of the County of Merced</i>		<i>Merced, Merced Co, California</i>			<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Year 1 FFY 2009	Work Statement for Year 2 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 3 FFY Grant: 2011 PHA FY: 2011	Work Statement for Year 4 FFY Grant: 2012 PHA FY: 2012	Work Statement for Year 5 FFY Grant: 2013 PHA FY: 2013
	Physical Improvements Subtotal	<b>Annual Statement</b>				
	PHA-Agency Wide ADA Compliant		\$22,500		\$180,000	
	PHA-Agency Wide Unit Modification		\$298,500	\$176,500	\$82,500	\$461,130
	PHA-Agency Wide Exterior Paint		\$0	\$224,000		
	AMP 3-002 Los Banos HVAC Replace				\$100,000	
	AMP 3-005 Dos Palos Exterior Lights			\$74,000		
	AMP 2-006 Livingston Exterior Lights		\$95,000			
	AMP 2-006 Livingston Playground Equip		\$60,000			
	AMP 2-006 Livingston Flooring		\$60,000			
	AMP 1-013 Merced				\$140,000	
	PHA-Agency Wide Equipment			\$54,000	\$54,000	\$54,000
			\$536,000	\$528,500	\$556,500	\$515,130

form HUD-50075.2 (4/2008)









**Capital Fund Program Five-Year Action Plan**

U.S Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0266  
**Expires 4/30/2011**

<b>Part III: Supporting Pages -- Management Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2009	Activities for Year: 4 FFY Grant: <u>2012</u> PHA FY: <u>2012</u>			Activities for Year: <u>5</u> FFY Grant: <u>2013</u> PHA FY: <u>2013</u>		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See Annual Statement</b>	PHA - Wide	Software to upgrade Central Computer System	\$ 12,000	PHA - Wide	Web based Training	\$ 5,000
	PHA - Wide	Maintenance Training	\$ 18,000	PHA - Wide	Maintenance Training	\$ 18,000
	PHA - Wide	Consultants for In-house Training	\$ 11,232	PHA - Wide	Consultants for In-house Training	\$ 11,232
	PHA - Wide	New Modules for Computer System	\$ 20,064	PHA - Wide	New Modules for Computer System	\$ 21,164
	PHA - Wide	Consultants for Software Implementation	\$ 5,000	PHA - Wide	Consultants for Software Implementation	\$ 5,000
	PHA - Wide	Legislation updates	\$ 2,000	PHA - Wide	Legislation updates	\$ 2,000
	PHA - Wide	Funding Opportunities	\$ 2,000	PHA - Wide	Funding Opportunities	\$ 2,000
	PHA - Wide	Organizational Structuring	\$ 5,000	PHA - Wide	Organizational Performance	\$ 10,000
	PHA - Wide	Customer Service Training	\$ 5,000	PHA - Wide	Staffing, Leadership, Communication Development	\$ 5,900
		<b>Subtotal of Estimated Cost</b>	<b>\$ 80,296</b>			<b>\$ 80,296</b>

form HUD-50075.2 (4/2008)

Attachment "K"

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name : HOUSING AUTHORITY OF THE COUNTY OF MERCED

Program/Activity Receiving Federal Grant Funding: HOUSING AUTHORITY OF THE COUNTY OF MERCED

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official: RENNISE FERRARIO

Title: EXECUTIVE DIRECTOR

Signature

*Rennise Ferrario*

Date

6/29/2010

X

form HUD-50070 (3/98) ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

# Certification of Payments to Influence Federal Transactions

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

Applicant Name: HOUSING AUTHORITY OF THE COUNTY OF MERCED

Program/Activity Receiving Federal Grant Funding: CAPITAL FUNDS

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official: RENNISE FERRARIO

Title: EXECUTIVE DIRECTOR

Signature

Date (mm/dd/yyyy)

06/29/2010

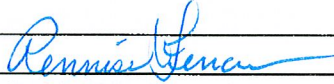
**Attachment "M"**

**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB  
0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="" type="checkbox"/> NA a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Housing Authority of the County of Merced 405 U Street- Merced, CA 95341  Congressional District, if known: 4c	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  N/A  Congressional District, if known:	
<b>6. Federal Department/Agency:</b> US Department of Housing and Urban Development	<b>7. Federal Program Name/Description:</b> N/A  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b> N/A	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>  N/A	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Rennise Ferrario</u> Title: <u>Executive Director</u> Telephone No.: <u>209-386-4108</u> Date: <u>6/29/2010</u>	
<b>Federal Use Only:</b>	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

Attachment "N"

DISCLOSURE OF LOBBYING ACTIVITIES  
CONTINUATION SHEET

Approved by OMB  
0348-0046

Reporting Entity: Housing Authority of the County of Merced

Page 1 of 1

There is no Lobbying activity at this time.

Authorized for Local Reproduction  
Standard Form - LLL-A

# MEMO

**TO: Housing Authority of the County of Merced**

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**FROM: Resident Advisory Board**

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**DATE: May 17, 2010**

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**SUBJECT: PHA PLAN**

The following members of the Resident Advisory Board for the Housing Authority of the County of Merced have reviewed and provided input for the Housing Authority of the County of Merced's PHA 5 Year Plan for Years 2010—2015 and the Annual Plan for Year 2010: Sue Troncoso, Maria Pena, Sonia Leanos, Jose Chavez, Jose Gonzalez-Alvarez, Jaime Lyell, and Ruthie Mayberry.

We are pleased to inform you that as a group we have completed this process. We have attached our recommendations to this memo.

We would like to thank you for the opportunity to represent the residents and to serve the Housing Authority in this capacity.



---

RUTHIE MAYBERRY, CHAIRPERSON

HOUSING AUTHORITY OF THE COUNTY OF MERCED

**Resident Advisory Board Members**

Sujey Troncoso	Carlos Garcia	Jose Gonzalez-Alvarez
Maria Pena	Ruthie Mayberry	Jaime Lyell
Jose Chavez	Marisol Romero	Sonia Leanos

---

**The Resident Advisory Board met on May 11, 2010 and suggested that the following recommendations be considered for the agency's 5-Year Plan (2010-2015) and Annual Plan (2010):**

- New playground equipment for the Livingston playground
- Construct a playground in Los Banos
- New windows in the Merced complex
- Upgrade the water pipes in the Merced complex
- Publish newsletters and flyers in Spanish and Hmong
- Improve lighting in areas where needed, to help reduce criminal activity
- More teen activities
- Offer residents low cost child care



# Housing Authority of the County of Merced

## MEMORANDUM

**TO:** Resident Advisory Board (RAB)

**FROM:** Rennise Ferrario, Executive Director

**DATE:** July 6, 2010

**SUBJECT:** 5-Year & Annual Plan for 2010-2014

---

Thank you for your participation in review of the agency's 5-Year and Annual Plan for Fiscal Years 2010-2014. Your input is very important in helping us address the needs of our residents.

Several of the RAB recommendations were already being considered under the Annual/5-Year Plan:

- **New playground equipment, Livingston**  
*Housing Authority is in the process of replacing worn and damaged equipment.*
- **Construct playground equipment in Los Banos**  
*While funds are not currently available, Housing Authority will keep options open for future possibility.*
- **Window Replacement**  
*In process PHA wide.*
- **Upgrade water pipes in Merced complex**  
*The actual issue was the sewer lines. Housing Authority is aware of the issue, Merced area is part of a planned demolition/disposition project.*
- **Publish newsletters in Spanish and Hmong**  
*Housing Authority will determine need and seek translation services.*
- **Improve lighting in areas where needed**  
*Housing Authority has budgeted to trim trees where they are blocking light posts.*
- **More teen activities**  
*Housing Authority Resident Services Coordinator will seek available community resources.*
- **Offer residents low cost child care**  
*Housing Authority does not have funds available to provide these services. However, Resident Services Coordinator will inform residents of options available in the community.*